

**Enterprise IT Financial Workgroup
Minutes
March 22, 2017
11:00 AM
Cogswell Room 151**

Members Present:

Ron Baldwin, CIO/SITSD
Erica Johnston, DPHHS, Chair
Dan Stanger, DOJ
Cindy Trimp, DOR

Tami Gunlock, SITSD
Nancy Jones, DLI
☞ Larry Krause, DOC

Staff Present:

Wendy Jackson

☞ **Real-time Communication:**

Nathanial Thomas, Teri Juneau

Guests:

Linda Kirkland, Stuart Fuller, Matt Van Syckle, Jody Troupe, Jackie Luhrsen

Welcome and Introductions

Ron Baldwin welcomed the workgroup to the March 22, 2017 EITFW Meeting.

Minutes

Mr. Baldwin stated that the approval of the December 8, 2016 minutes will be postponed due to the lack of a member quorum.

Business

Enterprise Level Services

Mr. Baldwin addressed the topic of Enterprise Level Services. The EITFW is a formal governance forum tasked with considering Enterprise Level Services and services in general. A Decision Brief process has been established and the EITFW has been included in this process. The role of the EITFW in the Decision Brief process is to provide feedback in evaluating, considering, and approving services and rates. This Decision Brief process allows both the State Information Technology Division (SITSD) and the EITFW to initiate a request for an Enterprise Level Service. In addition to reviewing and providing feedback on existing Decision Briefs, the EITFW may generate service Decision Briefs and pass them through to SITSD for approval. Enterprise Agreements should develop organically, or be sponsored by an agency. If there is enough gravity behind a specific product, it may be less expensive to procure through an Enterprise Agreement. Enterprise Level Services must also be considered in terms of budgetary ramifications for all agencies involved. There must be careful consideration and an agency wide agreement on how to reconcile Enterprise Level Services with agency budgets. SITSD does not cover the cost for these services. Mr. Baldwin stated that he has reminded vendors of this process

Avaya Red VoIP Pricing Decision Brief

Jody Troupe updated the EITFW on the rollout strategy for Avaya Red VoIP. The core environment has been stood up in Helena and Miles City and 250 phones have been purchased. There are approximately 120 Lync phones that will need to be replaced with the Avaya Red technology. When the pilot phase is completed, the Helena campus deployment will begin. This will include 5,700 phones. The completion of this phase of the project will take approximately three years to complete and will be financed through Avaya. This cost has been built into the rate structure listed in the Avaya Red VoIP Pricing Decision Brief. There is a budgetary difference of \$70K for the new system. This expenditure will be funded by the SITSD budget to allow this project to remain cost neutral for agencies. The billing model for Avaya Red will contain a single item with bundled charges as opposed to separately listed charges in the current billing model. Long distance costs will continue to be a separate charge. This Decision Brief outlines the difference in charges between current phone systems and the Avaya phones. In many cases, agencies will save money with the new phone system. There will be two models of phones available. The 9611 model is a simplified version and will work well for the average user.

The 9641 model is costlier but more advanced. These phones will run on the data network and eliminate the need for a voice network. The Voice Operations Team will work with agencies to assist in the systems transfer. Agencies will be notified when their area is scheduled to have the new phones installed.

Mr. Baldwin stated that the Avaya Red VoIP Pricing Decision Brief will be a topic of discussion during the April 5, 2017 Information Technology Managers Council (ITMC).

Ms. Troupe stated that a 911 strategy is being developed to accompany the Avaya Red system.

Action Item: CIO Support Staff will send the Avaya Red VoIP Pricing Decision Brief to EITFW members and solicit feedback and input.

Microsoft Enterprise Agreement Update

Mr. Baldwin stated that SITSD has been working with Microsoft to develop options, features, affordability and to develop the format for what an Enterprise Agreement would look like moving forward. The primary goal is to maintain the services we have within the parameters of the current budget. Once negotiations with Microsoft are complete, a communication will be sent to agencies regarding the details of this Enterprise Agreement. Mr. Baldwin requested timely feedback and verification of approval from agencies regarding this Enterprise Agreement by March 31, 2017. The agreement must be completed in its entirety by April 14, 2017. Meeting this deadline will allow us to receive a 2% discount from Microsoft for first year pricing.

Q: Stuart Fuller: Has there been any discussion about including items, currently purchased separately by agencies, in the Enterprise Agreement?

A: Mr. Baldwin: We have considered that. Current budgetary restrictions will not allow for the inclusion of these services.

Action Item: The State Information Technology Services Division (SITSD) Office of Contract and Asset Management (OCAM) will send a communication to agencies regarding the details of the Microsoft Enterprise Agreement once pricing is complete.

Public Comment

Q: Nancy Jones: Has there been any current legislative action pertinent to this workgroup?

A: Mr. Baldwin: There have been a few bills that SITSD has been following. The SITSD budget has been cut by \$1M per year. This includes a 2% vacancy savings and a cut to Oracle funds. SITSD will appear before Senate Finance and Claims to try to recover some of the funding that has been cut.

Q: Dan Stanger: Will DocuSign be considered for an Enterprise Level Agreement?

A: Mr. Baldwin: A DocuSign Enterprise Agreement could be entertained within the confines of the EITFW after legislative session. Agencies are welcome to purchase DocuSign independent of an Enterprise Agreement. This Enterprise agreement will not be pursued until the Legislative Session is over.

Adjournment

Next Meeting

Mr. Baldwin stated that EITFW meetings will be held on an as needed basis for the duration of Legislative session.